



## **Advisory Committee:** Minutes of Regular Meeting – June 21, 2016

### *IN ATTENDANCE:*

Gilbert A. Herrera, Chair – **Present**

Jeri Brooks – **Present**

Steven E. Parker – **Present**

Kathryn Easterly – **Present**

Scott Elmer – **Present**

Vernita Harris – **Present**

Bert Keller – **Present**

Jeff Ross – **Present**

Edward Taravella – **Present**

### **1. Call to Order / Welcome**

Chairman Gilbert Herrera called the meeting of the ReBuild Houston Advisory Committee (RHAC) to order at 10:32 a.m.

### **2. Approval of the Minutes**

Motion to approve the April 26, 2016 meeting minutes was made by Ms. Kathy Easterly and seconded by Mr. Bert Keller. Motion carried.

### **3. Discussion for FY18 – FY27 Plan**

#### **“Project Selection, Process Methodology & Recommended Changes”**

Mr. Dale Rudick, Director of the Department of Public Works & Engineering (PWE) provided a brief overview of the *CIP Process Manual* and introduced Ms. Carol Haddock, Interim Deputy Director of PWE’s Engineering and Construction Division (ECD) to discuss the project selection, process methodology, and recommended changes with the committee.

Committee Chairman Gilbert Herrera stated that since its inception ReBuild Houston has spent approximately \$1 billion on infrastructure improvements throughout the city of Houston. He then posed a question on whether or not PWE believes that the City is getting the appropriate results from the policies and procedures currently in place in the *CIP Process Manual*. As a specific example, Mr. Herrera questioned the current CIP Process Manual’s policy of reconstructing areas to handle a 100-year

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event and whether this substantial commitment of capital for this requirement would be better spent doing smaller rehabilitation projects. Mr. Rudick stated that reconstructing for the 100-year event has been the standard policy for many years. Mr. Scott Elmer also added that 100-year event is also pretty much the national standard. \*\*Update: Refers to change within the street right-of-way or designed to go outside the right-of-way.

Mr. Herrera requested that Ms. Haddock share any updates happening in ECD. Ms. Haddock stated that there is a great deal of activity as a result of the fiscal year ending including PWE sending many design and construction contracts to City Council for review and approval over the past two months. Ms. Haddock also shared that PWE was looking into additional methods to address short-term, smaller rehabilitation projects to complement its increased maintenance and long-term capital activities. She shared Westbury as a good example of this process improvement, as input provided by residents from the recent PWE-hosted community engagement meeting resulted in identifying several improvements that PWE could make in the short-term versus waiting for a long-term capital project.

Mr. Herrera asked how many projects on average ECD manages each year. Ms. Haddock stated that there are approximately 150 – 175 projects on average that ECD manages each year.

Mr. Herrera then asked Ms. Haddock to name a few things she has been surprised by since being appointed to the position of Interim Deputy Director. Ms. Haddock stated that she was a bit surprised at how siloed the various divisions and branches are. She also stated that, in an effort to correct this, we are looking at the possibility of restructuring some segments of PWE and that the department is working with the University of Houston Project Management Institute to identify ways to improve coordination and efficiency within the department. Ms. Haddock also stated that she has noticed with the recent push for better communications and customer service both internally and externally that there have been improvements across the department.

Ms. Easterly inquired who was responsible for speed cushions in neighborhoods. Ms. Haddock replied that PWE's Traffic Operations Division was responsible for speed cushion requests and that PWE is now incorporating the evaluation of neighborhood traffic management into its pre-engineering process.

Mr. Ross asked how the spending projected in the upcoming CIP aligns with the goals outlined in the CIP Process Manual. Ms. Haddock stated that that analysis would be included in the draft CIP that PWE is currently working on for City Council review.

Mr. Burt Keller asked if PWE had ever considered eliminating its requirement of having the full amount of funding set aside for a project before starting construction as this would allow PWE to spread out its available funds to more projects. Ms. Haddock stated that PWE would have to research this question with the City of Houston's Legal Department.

Ms. Haddock stated that the presentation from the April 26 advisory committee meeting, which is included in the meeting minutes, identified the areas that PWE is considering for potential changes to

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the *CIP Process Manual*. Mr. Edward Taravella requested that the committee receive a red line copy of the proposed changes to the *CIP Process Manual* as well as the *Infrastructure Design Manual* so that members can better identify changes from one year to the next. Ms. Haddock said that she would coordinate with Mr. Rudick on this request.

### **4. Finalize 2016 Meeting Schedule & Workshop Suggestions**

Mr. Herrera offered recommendations for several possible workshop topics including:

- Leveraging technology
- Drainage versus flooding
- Educational efforts to general public
- End of year ReBuild Houston metrics

Ms. Jeri Brooks requested a future workshop clarify ReBuild Houston's funding sources and how it relates to the City's revenue cap and current litigation challenging the initiative. Ms. Brooks suggested that the committee cover this topic in lieu of a workshop on PWE's educational efforts.

### **5. Executive Report**

Mr. Rob Lazaro updated the committee on PWE's ongoing community engagement activities which to date have included 30 meetings attended by more than 1,700 citizens. The monthly Drainage Utility Collections/Expenditures Report (as of May 31, 2016) is included in the meeting packet (attached).

### **6. Old Business/New Business**

### **7. Public Comments**

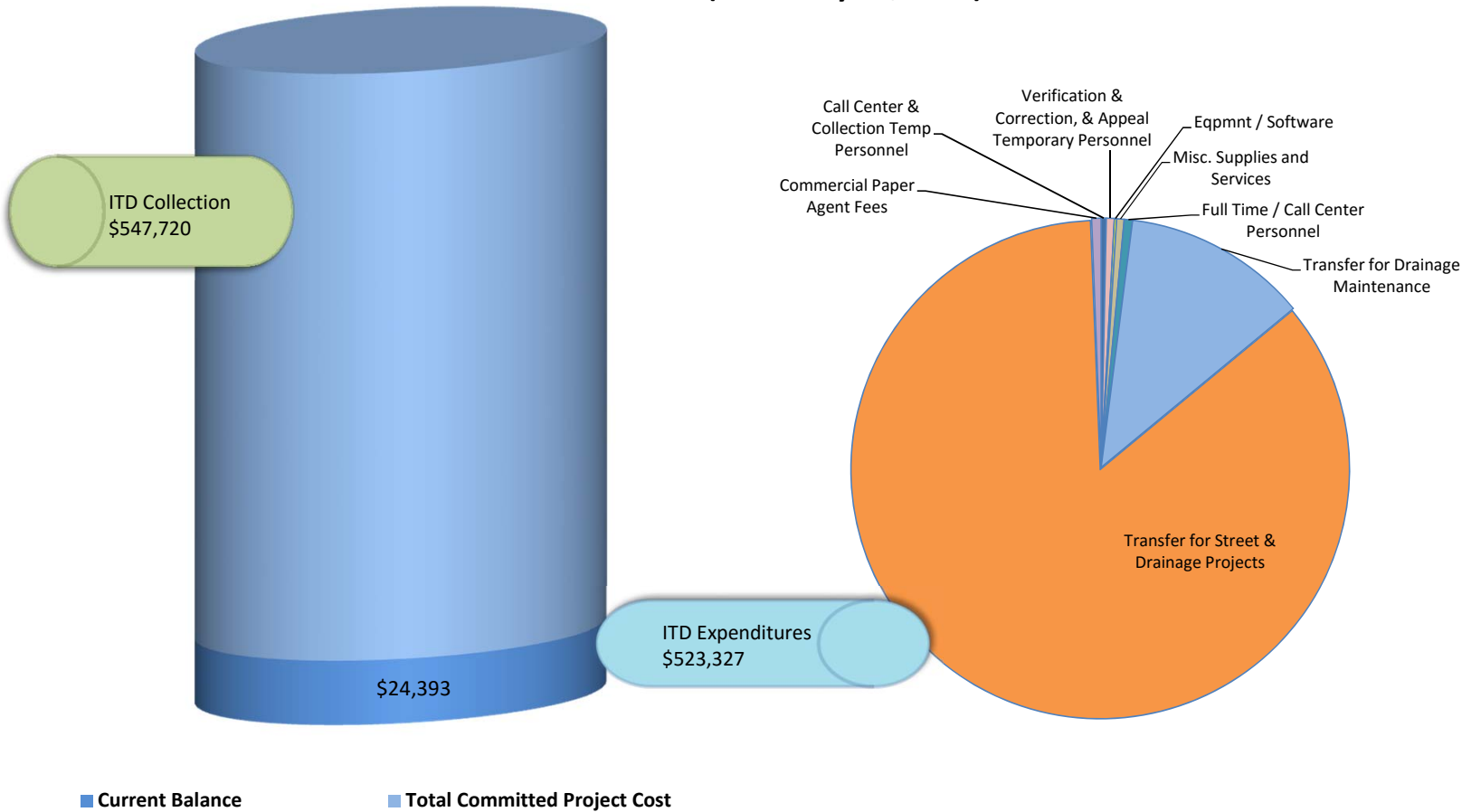
Ms. Virginia Gregory was present and spoke on behalf of her organization, the Spring Branch Civic Association, regarding flooding and sanitary sewer overflows in the Spring Branch area as well as on Long Point.

### **8. Adjourn:** Meeting adjourned at 12:08 p.m.

Attachments:

- Drainage Utility Collections/Expenditures Report (as of May 31, 2016)
- CY 2016 Meeting Calendar (DRAFT)

**Drainage Utility  
Inception to Date (ITD) Collections / Expenditures  
(\$ in Thousands)  
(As of May 31, 2016)**



**Note: Currently committed project costs total \$242.9 Million.**

**Advisory Committee: CY 2016 Meeting Schedule – SUBJECT TO CHANGE**

January 26, 2016

- PWE's Draft "5+5 Year Plan" (FY 17 – 26); CIP Program Update & Prioritized Need Areas
- Preview: CIP Town Hall Meetings & Process (February & March)

February 2016 – No RHAC meeting during CIP Town Hall Meetings

March 22, 2016

- Overview of CIP Town Hall Meetings and Public Input Period
- Look Back/Look Forward
- Suggestions for future educational workshops (August thru November below)

April 26, 2016

- Discussion on "project selection, process methodology & recommended changes" for FY 18-27

May 24, 2016 – No meeting scheduled unless specifically called

June 21, 2016

- Consensus on Recommendations for FY 18 – FY 27 Plan

July 26, 2016 – No RHAC meeting (Note: PWE 101 Tour for new, interested members postponed)

August 23, 2016

- Workshop ReBuild Houston Funding

September 27, 2016

- Workshop on Drainage vs. Flooding

October 25, 2016

- Workshop on PWE Communication/Educational Efforts

**November 29, 2016** (Nov. & Dec. meetings combined)

- Workshop on ReBuild Houston Metrics and Reporting
- Timeline for January release of FY 18-27 "5+5 Year Plan"
  - January 20, 2017 (tentative) – Release of Internal Draft FY 18-27 "5+5" to RHAC
  - January 24, 2017 – RHAC discussion on Draft FY 18-27 "5+5"
  - Feb/March – CIP District Town Hall meetings/Public Comment Period